

## FINANCE COMMITTEE

Committee Members present: Joe Winkelmann and Harry Atherton

The Finance Committee met on December 19, 2001, at 2:30 p.m. in the 4th Floor Conference Room of the Court and Office Building. This document reflects the official minutes of that meeting.

**Treasurer's Report:** Beth Ledgerton presented the Treasurer's Report for the Finance Committee's consideration.

**County Attorney Report:** Tracy Gallaher presented the County Attorney's Report on that Office's efforts in collecting delinquent taxes.

**Supplemental Appropriations:** The following supplemental appropriations and transfers were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

### Consent Agenda

#### 1. School Division

\$57,700 was approved for appropriation from Federal funds for technology training (Technology Literacy Challenge Grant).

#### 2. Comprehensive Services (CSA)

\$220,000 was approved for appropriation, \$100,848 from FY 2001 Fund Balance Carryover and \$119,152 from State funds to support increased costs of providing services for at risk children.

#### 3. Budget Office

In accordance with the Fauquier County Gain Sharing Policy, four departments were approved funding as follows:

Library - \$930 saved on postal charges from E-mailing hold and overdue notices.

Budget Office - \$568 saved from printing costs based on a reduction in the size and number of budgets prepared.

Community Development - \$12,454 saved from using part time temporary Engineers instead of filling a full time Engineer position.

Agriculture Development - \$2,500 saved from delaying the Farm Tour Program expenses until the next fiscal year (FY 2002).

These amounts represent half of the actual savings.

#### 4. Information Resources

\$136,000 was approved for transfer between Capital Improvements Projects to support improving the General County Government computer network as part of phase 2, e-Government.

### **Regular Agenda**

#### **5. Economic Development**

The Visitor's Center revised its request for additional funds to \$11,644 for FY 2002. Based on the request of the Finance Committee, the Center provided a list of Goals and Objectives for their consideration. The Committee directed this request be forwarded to the Board of Supervisors, with no recommendation, as an agenda item for the full Board's consideration.

#### **Comments**

##### **Finance Department**

Health Insurance Report: The Trigon expense report for November was not available for the Finance Department in time to prepare a summary of the results. A health insurance report will be provided to the Finance Committee members as soon as possible.

#### **2. Budget Office**

##### **a. Ballfield Lights Cost Code Adjustment**

This information item identified adjustments of funding for the Liberty High School Ballfield lights which resulted in two different cost code lines being combined into one for the project.

##### **b. Standardization of Desktop Software**

The Finance Committee was briefed on the need for \$65,550 to standardize all the County office software to Office 2000. The level of upgrade recommended is approximately the middle of the line of software available. A decision on the upgrading is needed prior to June 30, 2002. The purpose of the upgrade is to eliminate incompatibility issues and the difficulty in providing support to the employees. This issue, included as a new initiative for FY 2003, was ranked number one (1) County wide. The Budget Office will pursue funding availability within the current (FY 2002) budget to support this issue.

##### **c. Revenue Status**

Several revisions in FY 2002 revenue projections were identified including a 2% reduction in State funding. Despite these revisions, it was estimated that the overall budget revenue projection adopted for FY 2002 appeared sound.